

Section I: Preliminary CSP Modification Considerations.		
Date of Request:		
Contract Number:		
Contract Name:		
Instructions: NRCS evaluates modification requests to determine if the requested modification is adverse to the government's interests and conservation objectives. These items are basic considerations to evaluate all CSP modifications. These initial considerations need to be documented for all modifications. Documentation shall be placed in the contract file.		
Preliminary CSP Modification Considerations	Yes	No
Has the CSP contract participant requested the modification in writing (letter, email, or fax)? Attach a copy of the correspondence.		
Will the requested modification limit the participant's ability to maintain the level of stewardship identified in the benchmark inventory (i.e., benchmark treatment level)? If yes, go to (2) Modifications to Benchmark Conservation System.		
Will the requested modification limit the participant's ability to carryout all the scheduled conservation treatments? If yes, then provide sound justification why the modification is not adverse to the government's interest and conservation objectives.		
Does the modification increase the financial obligations in the CSP contract? If yes, then the modification is a contract improvement modification and cannot be submitted except during an announced contract improvement modification period.		
Signature of District Conservationist concurring with requested modification:		Date:
Signature of Basin Team Leader concurring with requested modification:		Date:
Signature of Leader for Programs approving modification:		Date:
Additional information or comments:		

Section II: Documentation for CSP Contract Modifications to Benchmark Conditions.

Date of Request:

Contract Number:

Contract Name:

Explanation of Request for Contract Modifications of Benchmark Conditions:

Is the requested modification to the participant's conservation system due to (Check if applicable)

- ☐ Changes in factors beyond their control, such as changes in national, state, local or tribal statutes.
- ☐ Changes in weather conditions or
- ☐ Changes in economic conditions.
- ☐ No other alternatives are feasible.

Explanation of NRCS technical assistance provided to the participant to develop alternatives not requiring a reduction in benchmark treatment levels:

Describe the requested modification. Be sure to demonstrate the changes to the benchmark conditions in the current contract:

Does the requested modification reduce the treatment levels below the original minimum requirements for Tier and Category placement achieved by the participant at the time of application?

(Circle one.) Yes No

If yes, the modification will be denied. May require contract cancellation / termination and related cost recovery.

Signature of Contract Participant requesting modification:

Date:

Signature of District Conservationist concurring with requested modification:

Date:

Signature of Basin Team Leader concurring with requested modification:

Date:

Signature of Leader for Technology concurring with technical evaluation of the requested modification:

Date:

Signature of State Conservationist approving modification:

Date:

Additional information or comments:**Section III: MODIFICATIONS DUE TO LOSS OF CONTROL OF THE LAND** (CPM 518.100 D, NATIONAL BULLETIN 300-8-12)**Date of Request:****Contract Number:****Contract Name:**

A CSP contract participant is expected to have control of the enrolled acres for the life of the contract. Situations will arise where a contract participant may lose the control of the land due to voluntary or involuntarily actions. The evaluation and decision process for modifications for a loss of land have implications for cost recovery decisions.

	Yes	No
Was the loss of control of the land voluntary? If no, go to the next item. If yes, then NRCS will evaluate the impact on the contract with respect to meeting CSP conservation objectives and the potential for cost recovery. The contract participant will provide an explanation of loss of control. The participant may request that the STC consider a waiver or reduction of cost recovery.		
Was the loss of control of the land involuntary? If yes, the CSP participant must provide to NRCS the following: <ul style="list-style-type: none"> • Written notification of loss of control from the current landowner; and • A written statement stating loss of control, describing the land, and requesting its removal from the contract. • If the participant can not provide both of the above, the participant must provide a letter to the STC describing the situation and requesting that the contract be cancelled or land removed from the contract. • Loss of land under a CSP contract by a non-landowner participant due to actions of the landowner will be considered as involuntary on the part of the contract participant. Any action by a landowner to change the terms, conditions, or lessee may be considered beyond the control of a tenant. 		
For both the voluntary and involuntary situations NRCS shall determine (CPM 518.100 A (2)(ii): <ul style="list-style-type: none"> ○ With land removed from the contract, will the treatment level remain the same? ○ With land removed from the contract, is the contract consistent with the purposes and goals of CSP? 		
Signature of District Conservationist concurring with requested modification:	Date:	
Signature of Basin Team Leader concurring with requested modification:	Date:	

Signature of Leader for Programs approving modification:	Date:
Additional information or comments:	